

RECRUITMENT RULES

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GOVERNMENT OF PUDUCHERRY
CHIEF SECRETARIAT (ENVIRONMENT)

(G.O. Ms. No. 17/2015-Env., dated 7th June 2015)

NOTIFICATION

In exercise of the powers conferred by sub-section (3A) of section 12 of the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974) the Puducherry Pollution Control Committee, with the previous approval of the Lieutenant-Governor, Union territory of Puducherry, hereby makes the following regulations for the Group 'B' post of Junior Scientific Assistant and the Group 'C' post of Data Entry Operator in the Puducherry Pollution Control Committee, namely:—

1. *Short title and commencement.*— (i) These regulations may be called the Puducherry Pollution Control Committee (Method of recruitment, terms and conditions of service of Junior Scientific Assistant and Data Entry Operator) Regulations, 2015.

(ii) They shall come into force on and from the date of their publication in the official gazette.

2. *Definitions.*— In these regulations, unless the context otherwise requires,—

(a) "Appellate Authority" means the Lieutenant-Governor, Union territory of Puducherry for Group 'A' and Group 'B' posts and the Chairman, Puducherry Pollution Control Committee for Group 'C' posts.

(b) "Chairman" means the Chairman of the Committee;

(c) "Committee" means the Puducherry Pollution Control Committee, constituted by the Central Pollution Control Board;

(d) "Employee" means any officer or servant appointed as staff of the Committee as shown in column (1) of Schedule;

(e) "Member-Secretary" means the Member-Secretary of the Committee;

(f) "Post" means a post in Group 'B' or Group 'C' according as such post is specified in Group 'B' or Group 'C' as the case may be in column (3) of Schedule.

3. *Provisions with respect to existing employees.*— All persons who are employees of the Committee at the commencement of these regulations shall be deemed to have been appointed to the corresponding posts as specified in Schedule.

4. *Officers and other employees of the Committee.*— The nature and categories of officers and other employees of the Committee and the Pay Band and Grade Pay/ Pay Scale thereof shall be as specified in Schedule appended to these regulations.

5. *Number, classification, Pay Band and Grade Pay/Pay Scale, method of recruitment, age-limit and other qualifications.*—The name of the posts, their number, classification, Pay Band and Grade Pay /Pay Scale, the method of recruitment, age-limits, qualifications and other matters relating to the said posts, shall be as specified in columns (2) to (12) of the Schedule aforesaid.

6. *Pay, allowances, leave and other conditions of service of officers and other employees.*— (1) The Pay Band and Grade Pay/Pay Scale of employees of the Committee shall be as specified in column (4) of the Schedule.

(2) The rules and orders for the time being in force applicable to the officers and servants, holding posts of corresponding Grade Pay under the Government of Puducherry, shall regulate the conditions of service in respect of allowances, leave, probation, seniority, promotion, joining time, joining time pay, conduct, discipline, age of superannuation, retirement benefits, leave travel concession, children education allowance and reimbursement of tuition fees, advances including interest bearing advances, medical facilities and other conditions of service of the employees of the Committee.

7. *Appointing authority.*— (1) All appointments to Group 'B' posts shall be made by the Chairman with the prior approval of the Government.

(2) All appointments to Group 'C' posts shall be made by the Member-Secretary with the prior approval of the Government.

8. *Saving.*— Nothing in these regulations shall affect the reservations, relaxation of age-limit and other concessions required to be provided for the scheduled castes, ex-servicemen and other backward classes, and other special categories of persons in accordance with the orders issued by the Government of Puducherry from time to time in this regard.

9. *Power to relax.*— Where the Committee is of the opinion that it is necessary or expedient so to do, it may, in consultation with the Department of Personnel and Administrative Reforms (Personnel Wing), Government of Puducherry and with the approval of Government of Puducherry, by order and for reasons to be recorded in writing, relax any of the provisions of these regulations with respect to any class or category of persons.

10. *Matters with respect to which no provision has been made.*— Matters relating to the conditions of service of officers and other employees with respect to which no provision has been made in these regulations, shall be referred to the Government of Puducherry for its decision.

SCHEDULE-I

RECRUITMENT RULES FOR THE POST OF JUNIOR SCIENTIFIC ASSISTANT

1. Name of the post	: Junior Scientific Assistant
2. Number of posts	: 2 (Two) [2015] Subject to variation dependent on work-load.
3. Classification	: Group 'B'
4. Pay Band and Grade Pay/Pay Scale	: Pay Band 2– ₹ 9,300-34,800 + Grade Pay ₹ 4,200
5. Whether selection post or non-selection post	: Selection
6. Age-limit for direct recruits	: Not exceeding 30 years. (Relaxable for Government servants up to 5 years in accordance with instructions or orders issued by the Government.) <i>Note :</i> (1) In the case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications. <i>Note :</i> (2) In the case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.
7. Educational and other qualifications required for direct recruits.	: Postgraduate degree in Chemistry/Microbiology/ Environmental Science/ Biochemistry/Ecology from a recognized University. <i>Note:</i> Qualifications are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees.	: Age: No Educational qualifications : No, but must possess at least a degree in Science in the subjects as at column (7).

9. Period of probation, if any : Two years
10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. : (i) 50% by promotion failing which by deputation (including short-term contract) failing both by direct recruitment; and
(ii) 50% by direct recruitment
Note: (1) The incumbent holding the post on regular basis shall be deemed to have been appointed to the post at the initial constitution.
Note: (2) The suitability of the incumbent holding the post on *ad hoc* basis for more than 5 years shall be assessed by the Recruitment Committee and if found suitable he/she shall be appointed to the post on regular basis and shall be deemed to be an appointment by direct recruitment.
11. In case of recruitment by promotion /deputation/ absorption, grades from which promotion/deputation/absorption to be made. : **Promotion:** Junior Laboratory Assistant in Pay Band-1 ₹ 5,200-20,200 with Grade Pay ₹ 1,900 with 18 years service in the grade rendered after appointment thereto on regular basis and have completed in the existing post minimum 10 days of training in ambient air and stack monitoring/ water quality monitoring/microbiological assessment in waste water conducted by Central Pollution Control Board or State Pollution Control Boards or Union Territory Pollution Control Committees or in recognized Universities/ Research Institutions.
Note : (1) Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.
Note : (2) For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1-1-2006/the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding Grade Pay/Pay Scale extended based on the recommendations of the Pay Commission.
Deputation (ISTC): Officers under the Central/State Governments /Union Territories/Statutory/Autonomous Organizations/Recognised Research Institutions/Public Sector Undertakings/Universities -
(a) (i) Holding analogous posts on regular basis; or
(ii) with 6 years' regular service in posts in PB-1: ₹ 5,200-20,200 with Grade Pay of ₹ 2,800; and
(b) Possessing the educational qualification prescribed for direct recruits under column (7).

(The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation (ISTC) including the period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central/State Governments/Union Territories shall ordinarily not exceed 3 years. The maximum age-limit for appointment by deputation (ISTC) shall be not exceeding 56 years as on the closing date of receipt of applications.)

Note: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1-1-2006/the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding Grade Pay/Pay Scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common Grade Pay/Pay Scale, and where this benefit will extend only for the post or posts for which that Grade Pay/Pay Scale is the normal replacement grade without any upgradation.

12. If a Departmental Promotion Committee exists, : *Selection Committee (for direct recruitment/deputation)—*
what is its composition?

- (a) Chairman (Puducherry Pollution . . Chairman Control Committee).
- (b) One member from MoEF . . Member
- (c) Two experts to be nominated by the . . Member Chairman.
- (d) Joint/Deputy/Under Secretary . . Member (Environment), Government of Puducherry
- (e) Member-Secretary (Puducherry Pollution . . Member Control Committee).

Departmental Promotion Committee/Departmental Confirmation Committee(for considering confirmation)—

- (a) Chairman (Puducherry Pollution . . Chairman Control Committee).
 - (b) Joint/Deputy/Under Secretary . . Member (Environment), Government of Puducherry.
 - (c) Member-Secretary (Puducherry Pollution . . Member Control Committee).
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SCHEDULE-II

RECRUITMENT RULES FOR THE POST OF DATA ENTRY OPERATOR

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| 1. Name of the post | : Data Entry Operator |
| 2. Number of posts | : 2 (Two) [2015] Subject to variation dependent on work-load. |
| 3. Classification | : Group 'C' |
| 4. Pay Band and Grade Pay/Pay Scale | : Pay Band 1– ₹ 5,200-20,200 + Grade Pay ₹ 2,800 |
| 5. Whether selection post or non-selection post | : Not applicable |
| 6. Age-limit for direct recruits | : Between 18 and 30 years (Relaxable for Government servants up to 40 years in accordance with the orders or instructions issued by the Central Government, provided such Government servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established that the services rendered by them in the department will be useful for efficient discharge of duties in the posts for which selection is made). |
| | <i>Note</i> : (1) In the case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications. |
| | <i>Note</i> : (2) In the case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names. |
| 7. Educational and other qualifications required for direct recruits. | : (i) A degree in Computer Science/Computer Applications/ Information Technology from a recognized University.
(OR)
Any degree with one year Diploma in Computer Science/ Computer Applications/Information Technology from a recognized University/Institutions.
(ii) Speed of 8000 depressions per hour.
(iii) A pass in skill test to be conducted by the Recruitment Committee. |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. | : Not applicable |
| 9. Period of probation, if any | : Two years |
| 10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods. | : By direct recruitment
<i>Note</i> : (1) The incumbent holding the post on regular basis shall be deemed to have been appointed to the post at the initial constitution. |

Note: (2) The suitability of the incumbent holding the post on *ad hoc* basis for more than 5 years shall be assessed by the Recruitment Committee and if found suitable he/she shall be appointed to the post on regular basis and shall be deemed to be an appointment by direct recruitment.

Note: (3) Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officials of Puducherry Administration—

(i) Holding analogous posts on regular basis; and

(ii) Possessing the educational qualifications prescribed for direct recruitment under column (7).

Note: (A) Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organizations or department of the Government shall ordinarily not exceed three years.

Note: (B) The maximum age-limit for appointment by deputation shall be "not exceeding 56 years" on the closing date for receipt of applications.

11. In case of recruitment by promotion /deputation/ : Not applicable
absorption, grades from which promotion/
deputation/absorption to be made.
12. If a Departmental Promotion Committee exists, : *Group 'C' Departmental Promotion Committee*
what is its composition? *(for confirmation)/ Recruitment Committee—*
- (a) Chairman (Puducherry Pollution .. Chairman Control Committee).
 - (b) Member-Secretary (Puducherry Pollution .. Member Control Committee).
 - (c) Deputy/Under Secretary to .. Member Government (Environment).

(By order of the Lieutenant-Governor)

E. RAJESWARI,
Under Secretary to Government
(Environment).